

MINUTES OF THE MEETING  
OF THE  
CHICOPEE HOUSING AUTHORITY  
AUGUST 12, 2009

The Members of the Chicopee Housing Authority met in regular session on August 12, 2009 at 7 Valley View Court in the City of Chicopee, Massachusetts. The meeting was called to order by the Chairperson at 6:00 p.m. Upon roll call those present were as follows:

Present: Charles Swider  
Bruce Socha  
Brian Hickey

Absent: Chester Szetela  
Tameika Raye'la Martinez

NOTICE OF MEETING

Notice is hereby given that in accordance with Section 23B of Chapter 39, General Laws as amended that the annual meeting of the Members of the Chicopee Housing Authority will be held on August 12, 2009.

CERTIFICATION AS TO SERVICE OF NOTICE

I, Monica Pacello Blazic, the duly appointed, qualified and acting Secretary of the Chicopee Housing Authority do certify that on December 12, 2008 I filed in the manner provided by Sec 23B. Chapter 39, General Laws, as amended with the Clerk of the City of Chicopee, Massachusetts. I filed said notice with a Member of the office staff in the City Clerk's office.

Also in attendance were the following: Assistant Executive Director, Patricia Murry, Finance Director Denis Vermette, Maintenance Operations Manager David Dymek, Modernization Coordinator, Robert Kachinski, Fairhaven tenant Laurie Mahar, and Carmen Estrada, Recording Secretary.

The Treasurer distributed copies of reports regarding the summary of operations and operating statements for the period ending June 30, 2009, which was then read by the Director of Finance.

Upon a motion made by Brian Hickey which was seconded by Bruce Socha, it was unanimously voted to accept the Treasurer's report as given.

Upon a motion made by Bruce Socha which was seconded by Brian Hickey, it was unanimously voted to approve payment of the bills.

CHECKS ISSUED

REVOLVING FUND/PAYROLL	63484 - 63668	\$716,369.80
SECTION 8	41371 - 41534	\$195,491.72

A tabulation of those bills to be paid is contained in the Member's folder.

Maintenance Operations Manager David Dymek reported that the men are working on preparing vacant units...

Mr. Dymek also reported that the sliding door will be installed next week at the Fairhaven development.

Mr. Dymek also reported that the maintenance department processed 10,800 work orders for FYE 2009

Modernization Coordinator Robert Kachinski gave the following reports:

**FAIRHAVEN:**

Repairs and waterproofing of 14 balconies is complete.

**SENECAL**

Bid opening for the \$2.5 million heat/hot water pipe replacement is set for next Thursday, August 20, 2009.

The asbestos remediation work has started on Elmer Drive to remain ahead of the mechanical contractor.

**BIRCH BARK:**

The 100% design submittal for the balcony repairs is due August 17, 2009. The project is to be advertised with a tentative bid opening of September 10, 2009.

**CABOT/CANTERBURY:**

The camera award to CNC, Inc. for both Cabot and Canterbury has been protested by Angelica Brothers. The contention is that the contractor was not licensed in Massachusetts at the time of the bid opening. Nothing in the RFP required this. Patricia Murry and I will be attending a bid protesting hearing in Boston on August 13, 2009 at the Attorney General's office.

Upon a motion made by Brian Hickey which was seconded by Bruce Socha, it was unanimously voted to accept the committee reports as given.

Fairhaven tenant Laurie Mahar was in attendance and distributed envelopes to the Board and also addressed the Board thanking them and the CHA staff for doing a great job. The tenants are very happy with the renovation of the Community Room.

The Housing Authority is in receipt of an invoice for payment from the firm of JDL of Franklin County, Inc. for exterior door replacement at the Cabot Manor

Apartments (AMP 8-1) in the amount of \$36,449.00. This invoice is in accordance with the terms of their contract requirements.

Upon a motion made by Bruce Socha which was seconded by Brian Hickey, it was unanimously voted to approve payment as requested above.

The following resolution was introduced by Brian Hickey, read in full and considered.

#### RESOLUTION NO. 4895

Whereas, the Housing Authority is in receipt of Change Order #1 from JDL of Franklin County, Inc. for an extension of time to their contract until September 11, 2009 for the exterior door replacement at the Cabot Manor Apartments (AMP 8-1). This action is allowed under the contract requirements and does not create a financial problem.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve Change Order #1 as presented by the firm of JDL of Franklin County, Inc. for the exterior door replacement at Cabot Manor Apartments (AMP 8-1) extending the time until September 11, 2009.

Brian Hickey moved that the foregoing resolution be adopted as introduced and read, which was seconded by Bruce Socha and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Brian Hickey  
Bruce Socha  
Charles Swider

NAYS: None

The Chairperson thereupon declared said motion carried and said resolution adopted.

The Housing Authority is in receipt of an invoice for payment from the firm of Village Forge, Inc. for concrete work on the balconies at the Fairhaven Apartments in the amount of \$28,543.61. This invoice is in accordance with the terms of their contract requirements.

Upon a motion made by Bruce Socha which was seconded by Brian Hickey, it was unanimously voted to approve payment as requested above.

The following resolution was introduced by Brian Hickey, read in full and considered.

## RESOLUTION NO. 4896

Whereas, the Housing Authority is in receipt of Change Order #2 from Village Forge, Inc, to change the product used on the balconies at the Fairhaven Apartments resulting in a cost of \$7104.00 and an extension for time to their contract until August 20, 2009. These actions are allowed under the contract requirements and do not create a financial problem.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve Change Order #2 as presented by the firm of Village Forge, Inc. for their work on balconies at Fairhaven Apartments, Project 667-6.

Brian Hickey moved that the foregoing resolution be adopted as introduced and read, which was seconded by Bruce Socha and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Brian Hickey  
Bruce Socha  
Charles Swider

NAYS: None

The Chairperson thereupon declared said motion carried and said resolution adopted.

The Housing Authority is in receipt of an invoice for payment from the firm of Northeastern Commercial Services for the replacement of front and rear apartment entrance door locks at the Volpe Drive apartments in the amount of \$22,515.00. This invoice is in accordance with the terms of their contract requirements.

Upon a motion made by Bruce Socha which was seconded by Brian Hickey, it was unanimously voted to approve payment as requested above.

The following resolution was introduced by Brian Hickey, read in full and considered.

## RESOLUTION NO. 4897

Whereas, the Housing Authority is in receipt of Change Order #1 from Northeastern Commercial Services for an extension of time to their contract until September 11, 2009 for the installation of front and rear apartment entrance door locks at the Volpe Drive apartments. This action is allowed under the contract requirements and does not create a financial problem.

Now, therefore, be it hereby resolved by the Members of the

Chicopee Housing Authority to approve Change Order #1 as presented by the firm of Northeastern Commercial Services as presented for the replacement of front and rear apartment entrance locks at Volpe Apartments, Project 705-1. This work does not change the contract price.

Brian Hickey moved that the foregoing resolution be adopted as introduced and read, which was seconded by Bruce Socha and upon roll call the “Ayes” and “Nays” were as follows:

AYES: Brian Hickey  
Bruce Socha  
Charles Swider

NAYS: None

The Chairperson thereupon declared said motion carried and said resolution adopted.

The Housing Authority is in receipt of an invoice for payment from the firm of Northeastern Commercial Services for the replacement of front and rear apartment entrance door locks at the elderly units at Cabot Manor Development in the amount of \$4,940.00. This invoice is in accordance with the terms of their contract requirements.

Upon a motion made by Bruce Socha which was seconded by Brian Hickey, it was unanimously voted to approve payment as requested above.

The following resolution was introduced by Bruce Socha, read in full and considered.

#### RESOLUTION NO. 4898

Whereas, the Housing Authority is in receipt of Change Order #1 from Northeastern Commercial Services for an extension of time to their contract until September 11, 2009 for the installation front and rear apartment entrance door locks at the elderly units at the Cabot Manor Development. This action is allowed under the contract requirements and does not create a financial problem.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve Change Order #1 as presented by the firm of Northeastern Commercial Services for the installation of front and rear entrance door locks in the elderly units at Cabot Manor Apartments. This work does not change the contract amount.

Bruce Socha moved that the foregoing resolution be adopted as introduced and read, which was seconded by Brian Hickey and upon roll call the “Ayes” and “Nays” were as follows:

AYES: Bruce Socha	NAYS: None
Brian Hickey	
Charles Swider	

The Chairperson thereupon declared said motion carried and said resolution adopted.

The following resolution was introduced by Brian Hickey, read in full and considered.

#### RESOLUTION NO. 4899

Whereas, the Housing Authority is in receipt of Change Order #1 from Baystate Rug for an extension of time to their contract until September 11, 2009 for replacement of the common hallway carpet at the CPL Edmund W. Kida Apartments. This action is allowed under the contract requirements and does not create a financial problem.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve Changer Order #1 as presented by the firm of Baystate Rug for their work at Kida Apartments, Project 667-4 for replacement of the common hallway carpets. The Change Order #1 does not change the contract price.

Brian Hickey moved that the foregoing resolution be adopted as introduced and read, which was seconded by Bruce Socha and upon roll call the “Ayes” and “Nays” were as follows:

AYES: Brian Hickey	NAYS: None
Bruce Socha	
Charles Swider	

The Chairperson thereupon declared said motion carried and said resolution adopted.

The following resolution was introduced by Bruce Socha, read in full and considered.

#### RESOLUTION NO. 4900

Whereas, the Housing Authority is in receipt of Change Order #1 from

Alpha Contracting Associates, Inc. for an extension of time to their contract until September 11, 2009 for the renovations of the Fairhaven community room and library. This action is allowed under the contract requirements and does not create a financial problem.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve Changer Order No. 1 as presented by the firm of Alpha Contracting Associates, Inc. for renovations of the Fairhaven Apartments, Project 667-6 community library. This Change Order #1 does not change the contract price.

Bruce Socha moved that the foregoing resolution be adopted as introduced and read, which was seconded by Brian Hickey and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Bruce Socha	NAYS: None
Brian Hickey	
Charles Swider	

The Chairperson thereupon declared said motion carried and said resolution adopted.

The Housing Authority is in receipt of an invoice for payment from the firm of Alpha Contracting Associates, Inc. for the renovations of the Fairhaven community room and Library in the amount of \$13,703.75. This invoice is in accordance with the terms of their contract requirements.

Upon a motion made by Brian Hickey which was seconded by Bruce Socha, it was unanimously voted to approve payment as requested above.

The following resolution was introduced by Brian Hickey, read in full and considered.

#### RESOLUTION NO. 4901

Whereas, the staff has prepared a contract for LPBA/Architects, Inc. to prepare the specifications for the roof replacement at the Canterbury Arms Apartments (AMP 8-3).

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to enter into a contract with the firm of LPBA/Architects, Inc. to prepare the specifications for the roof replacement at Canterbury Arms Apartments (AMP8-3). The contract is in the amount of \$15,100.00.

Brian Hickey moved that the foregoing resolution be adopted as introduced and read, which was seconded by Bruce Socha and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Brian Hickey  
Bruce Socha  
Charles Swider

NAYS: None

The Chairperson thereupon declared said motion carried and said resolution adopted.

Maintenance Operations Manager David Dymek thanked Socha Signs for free lettering of the Authority's new truck.

There, being, no further business to come before the meeting, therefore, upon a motion made by Brian Hickey which was seconded by Bruce Socha, it was unanimously voted to adjourn at 6:21 p.m. The next regular meeting of the Authority is scheduled to be held on Wednesday, September 9, 2009 at 6:00 p.m.

ATTEST:

CARMEN N. ESTRADA, RECORDING SECRETARY